***ASHRAE TC ##.##***

***Unitary and Room Air Conditioners and Heat Pumps***

**2025 ASHRAE Annual Meeting**

**Thursday 1/21/2021, 3:00 - 5:00 PM EDT**

(Web link for the full committee virtual meeting)

**Subcommittee Meeting:**

**Wednesday 1/20/2021, 2:00 - 5:00 PM EDT**

[(Web](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fashrae-org.zoom.us%2Fu%2FaditYrDDx1&data=04%7C01%7Cdnutter%40uark.edu%7C4e5febb305c9424b4ea908d8bd6df5ea%7C79c742c4e61c4fa5be89a3cb566a80d1%7C0%7C0%7C637467627296767921%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=Ytzw0VEKe041NpvTq6r2FdjkYD3%2FyTNL5L4PYjBJ%2BV0%3D&reserved=0) link for the Research/Handbook/Programs subcommittee meeting(s))

1. **Call to order CHAIR’S NAME**
2. **Review Scope (Add your TC’s scope)**

Technical Committee ##.## is concerned with products for use in comfort cooling and/or heating systems. The factory engineered vapor compression systems include: (1) unitary equipment which generally requires the field engineering of the product mounting and ducting, piping and electrical connections, (2) room air conditioners such as window mounted units and ductless split systems and (3) packaged terminal equipment. Specifically excluded are unitary combustion-engine driven systems.

1. **ASHRAE Value Statement NAME**

ASHRAE Value Statement – *In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*

[*Code of Ethics*](https://www.ashrae.org/about/governance/code-of-ethics) *– Please review prior to meeting*

[*Core Values*](https://www.ashrae.org/about/ashrae-s-core-values) *- Please review prior to meeting*

[*Diversity Statement*](https://www.ashrae.org/about/diversity-equity-and-inclusion-dei) *– Please review prior to meeting*

1. **Introductions All**
	1. Determination of a quorum SECRETARY

*VOTING MEMBERS FOR THIS MEETING (Need (4) or ½+1 for a Quorum)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NAME | Roll-Off-Date |  | NAME | Roll-Off-Date |
| NAME | Roll-Off-Date |  | NAME | Roll-Off-Date |
| NAME | Roll-Off-Date |  | NAME | Roll-Off-Date |
| NAME | Roll-Off-Date |  | NAME | Roll-Off-Date |
| NAME | Roll-Off-Date |  | NAME | Roll-Off-Date |
| NAME | Roll-Off-Date |  | NAME | Roll-Off-Date |

1. **Agenda additions All**
2. **Chair’s Report CHAIR’S NAME**
	1. Chair’s Goals
	2. Announcements and Highlights from TC Chairs Breakfast Meeting
3. **Liaison reports (as they arrive) Liaisons**
	1. MTG – Low GWP Refrigerants Siva G
	2. Refrigeration Technology NAME
	3. RAC NAME
	4. Section # NAME
4. **Approval of minutes from Virtual Summer Meeting CHAIR**
5. **Membership/Roster SECRETARY OR MEMBERSHIP SUBCOMMITTEE CHAIR’S NAME**

Starting August 1st: (All voting members and/or subcommittee chairs)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Role** | **Voting** |  | **Name** | **Role** | **Voting** |
| NAME | Chair | Yes |  | NAME |   | Yes |
| NAME | Vice Chair | Yes |  | NAME |   | Yes |
| NAME | Secretary |  |  | NAME |   | Yes |
| NAME | Research Chair | Yes |  | NAME |   | Yes |
| NAME | Standards Chair | Yes |  | NAME |   | Yes |
| NAME | Handbook Chair |  |  | NAME |   | Yes |
| NAME | Program Chair |  |  | NAME |   | Yes |
| NAME | Webmaster | Yes |  |  |  |  |

1. **Subcommittee reports**
	1. Programs NAME
	2. Research NAME
	3. Handbook NAME
	4. Standards NAME
	5. Web site NAME
2. **Old Business**
3. **New Business**
4. **Adjourn**